

**CONFIDENTIAL**

17 MAR  
1978

CI-106-78

MEMORANDUM FOR: Special Assistant to the DDO  
for External Oversight

FROM : B. Hugh Tovar  
Chief, Counterintelligence Staff

SUBJECT : Disposition of CI Files on US Citizens

1. CI Staff has approximately 325 soft files on US citizens which have been segregated from other Staff file holdings. These files are stored in a vaulted area and are maintained under secure conditions. They are available for FOIA and Privacy Act tracing but otherwise are restricted to CI Staff personnel on a very limited basis.

2. It is our understanding that we are prohibited by  7 September 1976, (attached) from actually destroying any files. Even though we intend to recommend destruction of most of these files, that action must be approved by the National Archives and the House and Senate Select Committees on Intelligence.

3. Meanwhile we are in process of reviewing each of these folders and where possible incorporating the file material into the official DO personality file; returning the Office of Security paper to that office; opening an official file on subjects of continuing CI Staff interest; and recommending destruction of all files that should not be retained in the DO.



Attachment: a/s

cc: Chief, ISS

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